



## City of Goodyear Fire Department Residential Lock Box Program

The City of Goodyear Fire Department residential lock box program is designed to allow access to homes during medical or other emergencies where the occupant is unable to open the door. The lock box program also reduces the likelihood of property damage caused by first responders forcing entry into a home in response to an emergency call.

This is a voluntary program for residential properties served by the Goodyear Fire Department. In this program the building owner/occupant installs a residential lock box on their home to secure a key(s) for use by the fire department in an emergency where the occupant is unable to open the door. Homes having these boxes will be noted in the CAD (Computer Aided Dispatch) system at the 911 Center. This allows responders to know that the home or facility is equipped with a lock box. This information is immediately sent to computers in fire trucks and station printers as soon as an emergency call is dispatched. However, purchasing and installing a residential lock box does not entitle the homeowner to a "lock out service". Specifically what this means is if a homeowner accidentally locks themselves out of their home, the fire department will not provide the homeowner access to their residence using the lock box program.

### Frequently Asked Questions:

#### **How do I get a lock box?**

Residential lock boxes are available for purchase online or at home improvement stores like Lowes, Ace or Goodale Hardware. The cost of either the push button or dial combination lock is approximately \$25 - \$100. The lock box mounts to any flat surface. Keyed lock boxes are not acceptable.



#### **Combination or Push button type boxes ONLY**



#### **Who installs the lock box?**

You are responsible for installing the lock box or hiring someone to install it for you. It should be securely fastened to your home to prevent someone from removing it. The fire department will not provide installation of residential lock boxes.

#### **Where do I have the lock box installed?**

The top of lock boxes shall be installed between **48" and 60" above finished grade**, and shall be immediately visible (not behind bushes or other obstacles) and accessible to emergency responders.

#### **What do I do after the lock box is installed?**

Following the installation of the residential lock box, you will need to complete a Residential Lock Box Release of Liability Form that is available at the Goodyear Fire Department Administration Offices at the address noted below or online ([www.goodyearaz.gov/fire](http://www.goodyearaz.gov/fire)). The form will include the information inside the box (i.e. keys, security silence codes, pertinent medical information). This form must be completed in its entirety and signed by the property owner. The form can be hand delivered or mailed to the following location:

Goodyear Fire Department Administration  
175 N. 145<sup>th</sup> Ave  
Goodyear, Az 85338  
Attn: Fire Marshal

Please feel free to call us with any questions at (623) 932-2300



## Installation of Voluntary Residential Lock Box Liability Release

In consideration of my participation in purchasing a residential lock box, the undersigned, to the fullest extent permitted by law, hereby agrees for the undersigned and the undersigned's heirs and representatives, to indemnify and hold harmless the City of Goodyear and their respective employees, officers, and attorneys from and against any and all claims, suits, judgments, losses, damages, personal injuries (including but not limited to death), or liability (including reasonable attorney's fees), directly or indirectly arising from or in connection with the undersigned's participation in the purchasing a residential lock box. The undersigned acknowledges and agrees that the undersigned's participation in the purchasing of a residential lock box is voluntary. I also understand and agree that purchasing a residential lock box is not intended in any way whatsoever to create or impose a special duty on the City of Goodyear Fire Department or City of Goodyear and their respective employees, officers, and attorneys regarding the undersigned's safety or well-being.

### CONDITIONS:

Upon purchasing a residential lock box, the undersigned has voluntarily agreed to assume full responsibility for providing the correct key at all times. Once the lock box is installed, fire personnel can only use the lock box to gain access to the undersigned's home after being summoned to the home for emergency purposes. In the event of a time sensitive situation (e.g. medical emergency, fire, home invasion, etc.) or malfunction of the lock box, fire personnel may not be able to, nor have the time to, use the lock box. In those situations, the undersigned agrees that emergency personnel shall have the right to exercise their discretion and gain entry to the undersigned's home for the fastest means possible. However, emergency personnel will use their best efforts to utilize the lock box when time and the situation permits.

\_\_\_\_\_ I understand that purchasing a residential lock box is not a "lock out service" for me, my family or my friends. Only emergency personnel and actual participants will be granted access.

Resident Physical Address: \_\_\_\_\_

Location of box: \_\_\_\_\_

Each adult at the home address listed above is required to sign and date this agreement.

Print & Signature of Resident

Print & Signature of Resident

Print- \_\_\_\_\_

Print- \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exact Code Information: \_\_\_\_\_ Type/Model of Lock Box \_\_\_\_\_

Lock box Contents: Front Door Key \_\_\_\_\_ Pertinent Medical Information: \_\_\_\_\_ Other: \_\_\_\_\_

**PLEASE NOTE: If the Lock Box is no longer needed or the access code to your home changes, please call the Fire Prevention Division at (623) 932-2300. Thank you.**

**Internal Use Only**

**Entered into CAD Date \_\_\_\_\_ Signature/ID \_\_\_\_\_**